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BASIC SCHOOL - FULL TIME

Courses Included in:

1951 Totals: Basic Orientation Course
✓ Administrative Procedures
✓ Staff Indoctrination Course

1952 Totals: Basic Orientation Course
Administrative Procedures
Staff Indoctrination Course
Instructional Techniques
✓ Reports Course (IRRR) Started in 52
Clerical Induction Started in 52
Transferred to OTR in 52

1953 Totals: Basic Orientation Course
Administrative Procedures
Staff Indoctrination Course
✓ Administrative Support Started in 53
Staff Indoctrination Course
Instructional Techniques
Reports Course
Clerical Induction

1954 Totals: Basic Orientation Course
Administrative Procedures
Administrative Support
Instructional Techniques
Clerical Induction

1955 Totals: Basic Orientation Course
Administrative Procedures
Administrative Refresher Started in 55
Operations Support
Instructional Techniques
Interviewing and Reporting Started in 55
Clerical Induction

25X9A2

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Approved For Release 2000/05/09 : CIA-RDP78-06365A001200060002-2

BASIC SCHOOL - PART TIME

Courses Included in:

1951 Totals: Clerical Refresher Course

1952 Totals:	Human Resources	Started in 1952
	Clerical Induction	Transferred to OTR 19 May 52
	Clerical Orientation	Started Sept 1952
	Filing Course	Special Course in 1952
	Clerical Refresher	

1953 Totals: Human Resources
Clerical Induction
Clerical Orientation
Clerical Refresher
Special Clerical Training

1954 Totals:	Clerical Intelligence Terminology	Two offerings only in 54
	Human Resources	
	Non-Clerical Typing	Started in 1954
	Basic Management	Started in 1954
	Basic Supervision	Started in 1954
	Clerical Induction	
	Clerical Orientation	
	Clerical Refresher	
	Clerical Re-orientation	Started in 1954
	Special Clerical Training	

1955 Totals:	CIA Review	Started in 1955
	Effective Writing	Started in 1955
	Speech Course	Started in 1955
	Basic Management	
	Basic Supervision	
	Clerical Induction	
	Clerical Orientation	
	Clerical Refresher	
	Non-Clerical Typing	
	Special Clerical Training	

25X9A2

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BASIC SCHOOL - PART-TIME

1951 - 1955

Courses Included in:

1951 Totals: National Intelligence Orientation
CIA Introduction

1952 Totals: National Intelligence Orientation
CIA Introduction

1953 Totals: National Intelligence Orientation
CIA Introduction

1954 Totals: National Intelligence Orientation
CIA Introduction

1955 Totals: National Intelligence Orientation
CIA Introduction

25X9A2

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INTELLIGENCE SCHOOL - FULL-TIME

1951 - 1955

Courses Included in:

1951 Totals: Communist Party Operations or World Communism

1952 Totals: Communist Party Operations or World Communism

1953 Totals: Communist Party Operations or World Communism
Intermediate Intelligence Course (Scientific)

1954 Totals: Communist Party Operations or World Communism
Intermediate Intelligence Course (Scientific)
Intelligence Principles & Methods (Started in 1954)

1955 Totals: World Communism
Intelligence Principles & Methods
Contact/00 Refresher Course (Started in 1955)

25X9A2

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INTELLIGENCE SCHOOL - PART-TIME

1951 - 1955

Courses Included in:

1951 Totals: Reading Improvement

1952 Totals: Reading Improvement
Intelligence Reporting (Started in 1952)

1953 Totals: Research Techniques (Started in 1953)
Reading Improvement

1954 Totals: Reading Improvement
Advanced Reading Improvement (Started in 1954)
French Reading Improvement (Started in 1954)
Intelligence Writing (Started in 1954)
Intelligence Briefing (Started in 1954)
DDS Intelligence Refresher (Started in 1954)

1955 Totals: Reading Improvement
Advanced Reading Improvement
Special Reading Improvement
French Reading Improvement
Intelligence Writing
Intelligence Briefing
Conference Leadership (Started in 1955)

25X9A2

Approved For Release 2000/05/09 : CIA-RDP78-06365A001200060002-2

Next 6 Page(s) In Document Exempt

Approved For Release 2000/05/09 : CIA-RDP78-06365A001200060002-2

INTERNAL LANGUAGE - PART TIME
1951 - 1955

Courses Included in:

1951 - No Language Courses Offered

1952 Totals: Beginning Afrikaans
French
Beginning French
French A-1
French A-2
Advanced French
Special French Translation
German
German A
German B
German A-1
German A-2
German A-3
Special German
Italian
Beginning Italian
Italian A
Advanced Italian
Special Italian
Russian
Beginning Spanish
Spanish A-2
Advanced Spanish
Special Spanish

1953 Totals: Elementary Chinese
Chinese Refresher Reading
Mandarin Chinese
Dutch Reading
Dutch A-1
French
Special French
Spoken French
Elementary French, Phase II
Special Reading French
Special Translation French
Elementary Spoken German
German Reading
Special German

Italian
Elementary Spoken Italian
Special Italian
Elementary Conversational Japanese
Elementary Conversational & Written Japanese
Persian
Polish
Russian
Russian B
Spanish
Elementary Spoken Spanish
Special Spanish

1954 Totals: Written and Spoken Albanian
Elementary Arabic
Intermediate Arabic
Elementary Chinese
Elementary Reading Chinese
Elementary Czech, Phase I
Elementary French Reading
Elementary Spoken French, Phase I
Elementary Spoken French, Phase II
Elementary Spoken German, Phase I
Elementary Spoken German, Phase II
Intermediate German
Elementary German Reading, Group A
Elementary German Reading, Group B
Hungarian
Basic Italian
Elementary Japanese, Phase I, Group A
Elementary Japanese, Phase I, Group B
Elementary Japanese, Phase I, Group C
Elementary Persian
Written Persian
Persian, Phase II
Persian Familiarization
Persian Orientation
Polish
Elementary Polish
Elementary Portuguese Reading
Basic Russian
Intermediate Russian
Elementary Russian, Phase I
Elementary Russian, Phase II
Elementary Russian Reading, Phase I, Group A
Elementary Russian Reading, Phase I, Group B
Elementary Russian Reading, Phase I, Group C
Elementary Russian Reading, Phase II
Elementary Russian Reading, OCF Group

Special Russian Reading, NSA Group
Scientific Russian Reading
Economic Russian Reading
Intermediate Russian Conversation
Review of Russian Essentials
Russian Familiarization
Elementary Spanish Reading
Spoken Spanish, Phase I

1955 Totals: Chinese Reading
Elementary Czech, Phase II
Elementary Spoken French, Phase I
Elementary Spoken French, Phase II
Elementary Spoken German, Phase I
Elementary Spoken German, Phase II
Elementary German Reading
Special Intermediate German Reading
Intermediate German
Semi-Intensive German
German Language Familiarization
Applied German Translation
Elementary Spoken Italian, Phase I
Intermediate Italian Reading
Elementary Spoken Japanese
Elementary Romanian Reading
Beginning Russian, NSA Group
Elementary Russian Reading, Phase I
Elementary Russian Reading, Phase II
Elementary Russian Reading, OOR Group
Intermediate Russian Reading, OOR Group
Advanced Russian Reading, Phase II
Economic Russian Reading
Elementary Russian, Phase II
Elementary Russian, NSA Group
Intermediate Russian, Phase I
Intermediate Russian, Phase II
Short Course in Elementary Russian (Evening)
Short Course in Elementary Russian, OOR Group
Scientific Russian
Russian Familiarization
Russian Interrogation Course
Elementary Spoken Spanish, Phase I
Translation Workshop in East European Languages
Elementary Miscellaneous East European Language Course

25X9

Approved For Release 2000/05/09 : CIA-RDP78-06365A001200060002-2

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EXTERNAL TRAINING - FULL TIME

Courses Included in:

1951 Totals:		Program E - Near East	
		Miscellaneous Area and Language	
		National War College	
		Naval Intelligence School	
		Strategic Intelligence School	
		Naval War College	
		Officers Candidate School	
25X1A6a	1952 Totals:	Advanced Management - Harvard	Started 1952
		Program E - Near East	
		Program C - [REDACTED]	Started 1952
		Miscellaneous Area and Language	
		SRS Group - Georgetown	Started 1952
		Area and Language - FSI	Started 1952
		IBM - Endicott, N. Y.	Started 1952
		Other Miscellaneous Training	Started 1952
		National War College	
		Naval Intelligence School	
		Strategic Intelligence School	
		- Armed Forces Staff College	Started 1952
		- Air War College	Started 1952
		Army War College	Started 1952
		Naval War College	
		- Industrial College of the Armed Forces	Started 1952
		Intelligence Staff Officers Course	Started 1952
		Air Weapons Orientation	Started 1952
		Atomic Weapons Orientation	Started 1952
	25X1A6a		Industrial Orientation - Naval Gun Factory
		Officers Candidate School	
1953 Totals:		Advanced Management - Harvard	
		Program A - Near East	Started 1953
		Program E - 13 weeks	Started 1953
		Program C - [REDACTED]	
		Program G - [REDACTED]	Started 1953
		Army, Navy Language Schools	Started 1953
		Area and Language - Georgetown	Started 1953
		SRS Group - Georgetown	
		Area and Language - FSI	
		Miscellaneous Area and Language	
		IBM - Endicott, N. Y.	
	Other Miscellaneous Training		
	Naval War College		
	Strategic Intelligence School		
	Armed Forces Staff College		

1953 Totals Continued:

Air War College
Army War College
Naval War College
Industrial College of the Armed Forces
Intelligence Staff Officers Course
Air Weapons Orientation
Atomic Weapons Orientation
Counter-Intelligence School Started 1953
Officers Candidate School
Miscellaneous Defense Schools Started 1953

1954 Totals: Advanced Management - Harvard

Program A - Near East

Program E - 13 weeks

25X1A6a

Program C - [REDACTED]

Program G - [REDACTED]

Army, Navy Language Schools

Area and Language - Georgetown

Area and Language - FSI

Miscellaneous Area and Language

IBM - Endicott, N. Y.

Other Miscellaneous Training

National War College

Naval Intelligence School

Strategic Intelligence School

Armed Forces Staff College

Air War College

Army War College

Naval War College

Industrial College of the Armed Forces

Air Weapons Orientation

Atomic Weapons Orientation

Officers Candidate School

Miscellaneous Defense Schools

1955 Totals: Advanced Management - Harvard

Program E - 13 weeks

25X1A6a

Program C - [REDACTED]

Army, Navy Language Schools

Area and Language - Georgetown

Area and Language - FSI

Miscellaneous Area and Language

IBM - Endicott, N. Y.

Other Miscellaneous Training

National War College

Strategic Intelligence School

Armed Forces Staff College

Air War College

1955 Totals Continued:

- Army War College
- Naval War College
- Industrial College of the Armed Forces
- Air Weapons Orientation
- Officers Candidate School
- Miscellaneous Defense Schools

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EXTERNAL TRAINING - PART-TIME

1951 - 1955

Courses Included in:

- 1951 Totals: Georgetown - Area & Language
Foreign Services Institute - Area & Language
Miscellaneous - Area & Language (Includes SALS
Area Program)
International Business Machines - Washington, D. C.
Miscellaneous Courses
- 1952 Totals: Georgetown - Area & Language
Georgetown - Special Reading Scientific Russian
(Started in 1952)
Foreign Services Institute - Area & Language
Miscellaneous - Area & Language
International Business Machines - Washington, D. C.
Technical Courses (Started in 1952)
Economic Courses (Started in 1952)
Miscellaneous Courses
- 1953 Totals: Georgetown - Area & Language
Georgetown - Special Reading Scientific Russian
Foreign Services Institute - Area & Language
Miscellaneous - Area & Language
International Business Machines - Washington, D. C.
Technical Courses
Economic Courses
Miscellaneous Courses
- 1954 Totals: Georgetown - Area & Language
Georgetown - Special Reading Scientific Russian
Foreign Services Institute - Area & Language
Miscellaneous - Area & Language
International Business Machines - Washington, D. C.
Technical Courses
Economic Courses
Miscellaneous Courses
- 1955 Totals: Georgetown - Area & Language
Georgetown - Special Reading Scientific Russian
Foreign Services Institute - Area & Language
Miscellaneous - Area & Language
International Business Machines - Washington, D. C.
Technical Courses
Economic Courses
Miscellaneous Courses